

CHAPTER 6 – VEHICLE TITLING AND REGISTRATION

Motor Vehicle Certificates of Title

A certificate of title is evidence of vehicle ownership. An Indiana resident who purchases a vehicle for use in Indiana must have it titled no later than 31 days from the date of purchase. A delinquent fee will be assessed after 31 days.

- **Payment of Sales Tax:** If the vehicle was not purchased from a licensed motor vehicle dealer, sales tax must be paid at the license branch based on the purchase price of the vehicle. If the vehicle was purchased from a dealer, the dealer will collect the sales tax at the time of sale.
- **Required Documentation and Information:**
 - Assignment of title by seller: An applicant for a new certificate of title must bring the certificate of title or certificate of origin (new vehicle) held by the seller showing that it has been assigned to the applicant.
 - Odometer statement: Federal and State laws require an odometer statement be completed by the seller any time a vehicle's ownership is transferred. This statement is generally included on the certificate of title.
 - Vehicles Titled in Another State: If the title assigning a motor vehicle to the applicant was issued by another state, the purchaser must obtain a signed statement from a law enforcement officer, which must be on an Indiana Inspection Form. Or, a license branch employee may verify that the vehicle identification number ("VIN") on the out-of-state title is the same as the VIN found on the motor vehicle.
 - Social Security number or Federal Employer Identification number: For taxation and identification purposes Indiana law (IC 4-1-8-1) requires individuals to provide a Social Security number when titling a vehicle in Indiana. Companies must provide a Federal Employer Identification number at time of application. A title transaction will not be processed without a Social Security number or Federal Employer Identification number.
 - Requirements for New Residents: New residents to Indiana must title their vehicle(s) within 60 days of becoming an Indiana resident. A new resident applicant must bring his or her title document from the previous state of residence and obtain a statement from a law enforcement officer or license branch employee affirming that the VIN on the out-of-state title is the same as that on the motor vehicle.

NOTE: If there is a lien-holder, the license branch will request your title from the lien-holder for you. You must provide the lien-holder contact information.

- **Motor Vehicle Excise Tax:** In Indiana, an excise tax is imposed on all passenger vehicles, motorcycles, all trailers with a declared gross weight of 3,000 pounds and trucks with a declared gross weight of 11,000 pounds or less. The tax is due and payable in full at the time of vehicle registration. Excise tax collected by the BMV is distributed to the county in which the registrant resides and the funds are

used by local communities to pay for essential services such as schools, fire and or police services.

- **Motor Vehicle Sur-Wheel Tax:** Some counties in Indiana collect sur/wheel tax, which is distributed to the township in which the registrant lives.
- **Motor Vehicle Registration and Plates:** A vehicle must be properly registered and a current license plate affixed to the rear of the vehicle before it may be legally operated. The vehicle must be titled in the registrant's name before it may be registered and a plate issued for it.
- **How and Where To Register a Vehicle**
 - Newly Purchased Vehicle: A newly purchased vehicle may be registered in person at any license branch in Indiana or at over 150 auto dealerships partnering with the BMV to provide on-site titling and registration. Upon registration, the applicant will be issued a new plate for the vehicle or transfer of his or her Indiana plate.
 - Registration Renewal: The BMV routinely mails in advance a pre-printed registration renewal notice form as a courtesy reminder to all motorists in BMV records. The BMV offers four convenient ways (see below) to renew your standard vehicle registration in addition to conducting the transaction at your local license branch. Vehicles are not considered legally registered or renewed until a valid license plate or renewal sticker is affixed to the vehicle.

Ways to Renew Your Registration

Online Renewals

A vehicle registration can be renewed in less than 10 minutes from any Internet-connected computer 24 hours a day, except Sunday mornings. Simply visit www.myBMV.IN.gov with the following information:

- Driver's license number
- Social Security number or Federal Identification number
- Current insurance information, and
- MasterCard, Visa credit card or debit card.

Self-Service Terminals (SST)

When a customer does not have time to wait for a vehicle registration to arrive in the mail, he or she can use a self-service terminal and leave with a renewed vehicle registration in hand! Most SSTs are available 24 hours a day, except Sunday mornings for maintenance. Please bring the following:

- Driver's license number.
- Social Security number or Federal Identification number.
- Current insurance information.
- Information for e-check processing.
- Master Card, Visa credit card or debit card.

Mail-In Renewals

License plate and vehicle registration renewals can also be processed through the BMV mail-in service. Simply complete the renewal notice card you receive in the mail and return it in the BMV envelope. If a renewal notice is not received, then call 317-233-6000 to request one.

Auto Dealers, Motor Clubs, and **BMV2YOU** Mobile License Branch

There are a growing number of Indiana auto dealerships, motor clubs, and other non-branch locations where a vehicle can be titled and registered. To find a location, visit www.myBMV.IN.gov. The BMV mobile license branch, **BMV2YOU**, travels the state to provide assistance to customers in convenient locations. The BMV Web site (www.mybmV.IN.gov) provides complete information on **BMV2YOU** services and a schedule of events.

BMV Web Site is Valuable Resource

The BMV Web site, www.myBMV.IN.gov, is an important resource for you to stay up-to-date on important information and rule changes.

In addition, by creating a **myBMV** “virtual license branch” account, customers have the ability to securely perform many services online, including:

- Renewing vehicle registrations online.
- Ordering a driver record.
- Reserving a personalized plate.
- Ordering a duplicate title.
- Reviewing the information in your personal record.
- Updating your insurance information or mailing address.
- Signing up for email reminders for your driver license or license plate renewal dates and other news.